



# TASMANIAN EQUINE ENDURANCE RIDERS ASSOCIATION INC

## STATE MANAGEMENT COMMITTEE

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### MINUTES GENERAL MEETING Wednesday 9 August, 2017 6:30 pm Uniting Church, Latrobe

1. **Present:** Greg Henry, Alan Wyllie, Pat Hodgetts, Wendy Rand, Pat Lamprey, Tania Jago, Jo Marshall and Nicole Ford

**Guests:** Jill Hawkes, Deb Grull

**Apologies:** Deb Wyllie (Guest), Pam Shadbolt, Diana Carroll

2. **Minutes of previous meetings:** Moved minutes true and correct G. Henry, second W. Rand.

3. **Business arising from minutes of previous meeting:**

- (a) Child Safety – all volunteers will require a Working with Vulnerable People registration
- (b) Change Management – Ifarm
- (c) 2018 Quilty information released post 2017 SA Quilty - ongoing
- (d) Health Check Declaration commences 1 July 2017. Ride Committee enforcing correct paperwork or riders will be turned away. Focus on temperature logs. SMC to provide a policy and procedure to ride committees and members.
- (e) Tasmanian Quilty Team TQ17, Saddlecloths were provided to all team members.
- (f) Rule book training ongoing. Amendment to previous minutes 'Aeraspace' to be replaced by the word 'rulebook' in regard to Chief Steward course
- (g) New ride bibs, 50 to be made for 40km riders \$30 per bib. High Visibility vests required.
- (h) Proposed Ride Calendar all nominations to be lodged by 1 September 2017.
- (i) The Kentish Ride Committee are required by the Kentish Council to have the following permit As/nz1905.4 to hold a ride. Their requirement is every rider must wear 'Australian Standards High Visibility' clothing; Orange or green. High Visibility clothing is required by all riders, riding on a state road. SMC to research Australian Standards.
- (j) SMC meeting will be 1<sup>st</sup> Wednesday every month. SMC meeting changed from Monday due to conflicting availability of Church Hall.
- (k) TEERA to provide guidance regarding the constitution for the TQ18 committee. Two SMC and one AERA member required on the TQ18 committee. This requirement is fulfilled by having the following people on the committee, P. Lamprey, P. Hodgetts and D. Carol.
- (l) Question regarding if Black Bluff Riders are holding their ride this year 2017.
- (m) New Secretary email address has been rectified.
- (n) TQ18 Association running the State Championships (test ride for Quilty). NEEEC will need to make an application to TEERA to consider providing financial assistance. Quilty authorised to run the event. Quilty Advisor to attend the pre-trial Quilty. Air fares for Helen Spencer and Tom McCormick to be funded by TEERA. TQ18 responsible for Head Vet fee.
- (o) AERA require the following information to be provided from the TQ18 Committee. The requirements are: Minutes of all meetings provided within 28 days. All reports to be lodged prior to the deadline of the AERA meetings. A full budget, draft of their biosecurity and timely reporting. There needs to be 2 representatives of TQ18 from TEERA and 1 representative from AERA. Proposed AGM September 9 TQ18.

4. **Correspondence In/Out**

IN	FROM	SUBJECT
27/7/17	NEEEEC	Concerns regarding Temp Logs Chief Steward, requesting clear procedure, temp logs responsibility. Bio Security can be assessed by a suitable club member. TEERA required to give a clear outline of requirements. Question 1. Policy and procedure Question 2. Unable to confirm if NEEEC will be offering 160km. The state champs may be the last opportunity to enter a 160km to qualify.
	Beer	Proposed Nomination x 2 Sept 8 2018,3 March 2018 1 x ride nomination for May 2017
4/7/17	M. Dunn	Chief Stewards application received from Mark Dunn for Tony Purton
8/8/17	NEEEEC	Financial assistance regarding fees for airfares, head vet Tom McCormick. Club required to pay vet fees.
7/8/17	Norm Thornley	Attended the Latrobe Church Hall unaware the meeting was changed from Monday night
4/8/17	AERA Secretary Kim Moir	TQ18 reports, biosecurity, budget.
	Sonya Hodgetts	Email re: no objection of Josh Williams
OUT	TO (all emailed)	SUBJECT
	N. Thornley	Apology regarding lack of notification of meeting day change.
	Sub Committees	Letter to each club to provide own biosecurity field kit, Wipes and Sanitising gel sent with ride bag. Each club sent a letter to provide own wipes and sanitising gel.

## 5. Reports:

### 5.1 Treasurers Report:

- (a) Balance as of 31 July 2017 \$56674.51
- (b) Term deposit due for renewal, expired 21/5/17. Consider having a term deposit. Continuation of banking with CBA. Fees are possibly being refunded. Changing the account but will not be earning interest CBA. Contact person is Sally Huett, CBA have sporting grants, consideration to apply for grant.
- (c) Swabbing fees – Gowrie Park fee \$200, 160km in April fee paid, state championship 2016.

Treasurers Report accepted P. Lamprey and seconded W. Rand

### 5.2 AERA report

- (a) 10,000km scrolls to be presented at the TEERA presentation dinner. Dinner to be considered two weeks post last ride.
- (b) Rule changes accepted: 40km rides will attract early warning points, use of fly veils to be assessed and approved by Chief Steward at each individual event.
- (c) When more than three vets are required at a ride, two need to be accredited ride vets.
- (d) Sandy donated \$210 cup saucer lane markers.
- (e) State Team Shield won by Tassie, new shield to be made.
- (f) Next AERA meeting 11 Nov 2017, 17/18 March 2018

### 5.3 Chief Steward Report:

- (a) Chief Stewards report – received for BEER

### 6. General Business:

- (a) AGM Saturday 3 February 2018 at 11.00am at Community Church Hall Latrobe.  
(b) TQ18 Rider and Horse Qualifications remain unchanged according to current rules. Age at the date of the ride for junior riders.  
(c) Social media coverage provided an update of TQ18 results. TQ17 coverage did not stream, G. Henry wondering if this will be rectified for TQ18 – to be discussed TQ18 meeting.  
(d) TQ18 TT line application for events, Trish Smith completing this process.  
(e) Only one 50<sup>th</sup> Anniversary coffee book left for sale.  
(d) Noel Lockhart's logbook, hold period for horse 6 months  
(f) Seeking verification whether Black Bluff Riders are holding their ride November 2017.

Meeting concluded: 9.12pm

Next meeting: Wednesday 6 September 2017

#### Action List:

Task	Person Responsible	Done
Email to all ride secretaries re: nomination of weight division at pre-ride	P.Hodgetts	Completed
Saddle cloths TQ17 Tassie Team – to be transported to SA Quilty	P. Hodgetts	Completed
Research Australian Standards regarding High Visibility to ensure	W.Rand	
Let M.Dunn know time address CS Course	P. Lamprey	
Email to NEEEC to inform them TQ18 need to send a letter with their request. TEERA to provide financial assistance	P.Hodgetts	
Order 200 blue arrows leg 3, complete set and 75 leg 100 leg four, five of leg 5	N. Ford	
Change signatories in the bank	P. Shadbolt	
Sub Committees: Letter to each club to provide own biosecurity field kit, Wipes and Sanitising gel sent with ride bag. Each club sent a letter to provide own wipes and sanitising gel.	P.Hodgetts	